

## The Choices Writers Make

- Topic
- Audience
- Verb Tense(s)
- Subjects/Verbs
- Details
- Order of sentence (syntax)

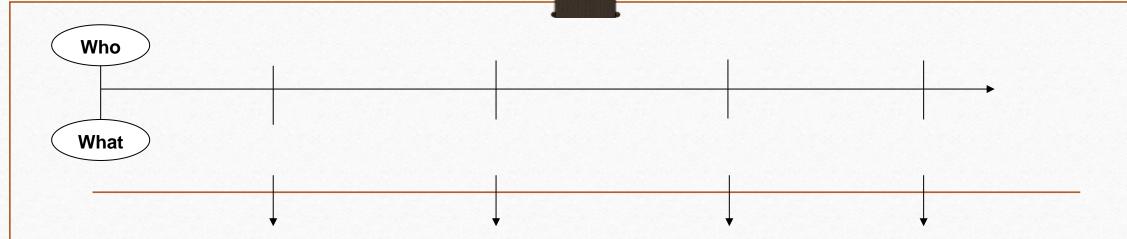
## Twelve Basic Verb Tenses

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## Past Present **Future** Simple Past Simple Present Simple Future Subject + verb(ed) Subject + verb(s) Subject + will + verb Subject + irregular verb The student learns. The student will learn. The student learned. \*actions in the future \*actions in the past \*routine actions, facts, present actions Past Progressive **Present Progressive Future Progressive** Subject + was/were + verb(ing) Subject + will be + verb(ing) Subject + am/is/are + The student was learning. The student will be learning. verb(ing) The student is learning. \*ongoing past actions \*ongoing future actions \*ongoing present actions **Past Perfect Present Perfect Future Perfect** Subject + had + past participle Subject + has/have + past Subject + will have + past The student had learned. participle participle The student has learned. The student will have learned. \*completed past action before another past \*recently completed action, past action that \*future action that will be complete before action/event continues/remains true, past action with another future action/event insignificant/undefined time **Present Perfect Progressive** Past Perfect Progressive **Future Perfect Progressive** Subject + had + been + Subject +has/have + been + Subject + will have + been + verb(ing) verb(ing) verb(ing) The student had been learning. The student has been learning. The student will have been learning. \*completed ongoing past action before \*recently completed ongoing action, past \*future ongoing action that will be another past action/event ongoing action that continues/remains complete before another future action /event

## Making the decisions

- Subjects/verbs
  - Do they all relate to the main idea?
  - Do they link to each other?
    - Use pronouns, synonyms.
- Details
  - Must be necessary and relevant
- Sentence order (Syntax)
  - First and last parts of sentence have most emphasis.
  - Link sentences.



Where		
When		
How		
Why		
Tense		

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